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Meeting Minutes

**STATE BOARD OF BUILDING REGULATIONS AND STANDARDS
BUILDING OFFICIAL CERTIFICATION COMMITTEE**

*Sturbridge Public Safety
Sturbridge, MA*

December 2, 2015 9:00 a.m.

Meeting called to order by the Chairman at 9:17 a.m. followed by roll call:

1. Roll Call

- | | | |
|--|---|--|
| a. Donald R. Torrico, Chairman
-Building Officials of Western Massachusetts Member, Lee | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| b. Michael Clancy, Vice Chairman
-Southeastern Building Official's Association, Hingham | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| c. Jeff Richards
-Massachusetts Building Commissioner's Association, Weymouth | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| d. Bonnie Weeks
- Member At Large, Palmer | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| e. Andrew Bobola
- Member At Large, Mattapoissett | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| f. Matthew Hakala
- Member At Large, Westford | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |
| g. Roger Fuller
- Massachusetts Municipal Association Representative | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| h. Peter McLaughlin
- Member from Academia | <input type="checkbox"/> present | <input checked="" type="checkbox"/> absent |
| i. Bill Horrocks
- BBRS Representative | <input checked="" type="checkbox"/> present | <input type="checkbox"/> absent |

Guest Present:

Kimberly Spencer, DPS
Gordon Bailey, DPS
Daniel Moriarty, Town of Holbrook
Arthur Boyle, Town of Holbrook
Andrew Fichera

- 2. The minutes from the BOCC meeting on November 4, 2015, were reviewed by members present; MOTION to approve these minutes was made by Matthew Hakala, seconded by Michael Clancy.**

3. Application for Certification Packets

- a. On a **MOTION** by Michael Clancy and seconded by Andy Bobola it was unanimously **VOTED** to approve the application of **Thomas Bridgewater** (City of Haverhill) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1901)
- b. On a **MOTION** by Matthew Hakala and seconded by Andy Bobola it was unanimously **VOTED** to approve the application of **Norman Franks** (Town of Acton) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1968)
- c. On a **MOTION** by Andy Bobola and seconded by Matthew Hakala it was unanimously **VOTED** to approve the application of **Timothy J. Oliver** (City of Lynn) for certification in the capacity of **Local Inspector** having met the minimum qualifications for said position defined by MGL c 143 § 3. (BO-1917)

4. Examination Approval Packets

- a. On a **MOTION** by Michael Clancy and seconded by Andy Bobola it was unanimously **VOTED** to table the request of **David Burt, Jr.** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The Committee is seeking additional information on Mr. Burt's supervisory experience in building construction or design.
- b. On a **MOTION** by Michael Clancy and seconded by Matthew Hakala, after reviewing additional information provided, it was unanimously voted to **DENY** the request of **Louis Cavagnaro** (City of Revere) for approval to take the required exams to become certified as a building code enforcement official.
- c. On a **MOTION** by Michael Clancy and seconded by Matthew Hakala it was unanimously **VOTED** to grant the request of **Nathan Maltinsky** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Maltinsky meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- d. On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was **VOTED** to grant the request of **Atif Mirza** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Mirzas meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process. Bill Horrocks opposed.
- e. On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was unanimously **VOTED** to table the request of **Julian Perez** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. The committee seeks additional information on Mr. Perez's supervisory experience in building construction or design.
- f. On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was **VOTED** to grant the request of **Stephen Smith** (City of Lynn), based on his 2005 – 2015 construction experience for approval to take the required exams to become certified as a building code enforcement official. Mr. Smith meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process. Bill Horrocks opposed.
- g. On a **MOTION** by Matthew Hakala and seconded by Andy Bobola it was unanimously **VOTED** to grant the request of **Mark Sullivan** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Sullivan meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.
- h. On a **MOTION** by Mathew Hakala and seconded by Michael Clancy it was unanimously **VOTED** to deny the request of **Timothy Travers** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Travers does not meet the minimum qualifications as defined by MGL c 143 § 3.
- i. On a **MOTION** by Michael Clancy and seconded by Matthew Hakala it was unanimously **VOTED** to grant the request of **Paul Turner** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Turner meets the minimum qualifications set forth by the BBRS for said position

of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.

- j. On a **MOTION** by Bill Horrocks and seconded by Andy Bobola it was unanimously **VOTED** to grant the request of **Guy Webb** (No Affiliation) for approval to take the required exams to become certified as a building code enforcement official. Mr. Webb meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.

5. New Employee Report Form Packets

- a. On a **MOTION** by Michael Clancy and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **David Betts** newly appointed to the position of **Inspector of Buildings** on September 23, 2015 for the Town of Seekonk. *NERF signed by Town Administrator who also appoints the police and fire chief.*
- b. On a **MOTION** by Andy Bobola and seconded by Michael Clancy it was **VOTED** to acknowledge the *New Employee Report Form* of **Chris Carmichael** newly appointed to the position of **Local Inspector** for the Town of Middleborough. Appointed, November 16, 2015, not yet certified as a local inspector. Twelve month grace period expires November 30, 2016. *NERF signed by Town Manager.* Bill Horrocks opposed.
- c. On a **MOTION** by Matthew Hakala and seconded by Michael Clancy it was unanimously **VOTED** to deny the *New Employee Report Form* of **Louis Cavagnaro** appointed to the position of **Local Inspector** for the City of Revere. Mr. Cavagnaro's qualifications were not approved. *NERF signed by Mayor.*
- d. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to deny the *New Employee Report Form* of **Marc Guillemette** newly appointed to the position of **Local Inspector** for the Town of Westborough. The *New Employee Report Form* was signed by the Town Manager. According to the Town of Westborough's website and organizational chart the Board of Selectmen appoints the Police Chief and Fire Chief not the Building Commissioner.
- e. On a **MOTION** by Andy Bobola and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Geoffrey Larsen** appointed to the position of **Building Commissioner** appointed November 6, 2015 for the Town of Wayland. *NERF signed by Town Administrator who also appoints the police and fire chief.*
- f. On a **MOTION** by Michael Clancy and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Nicholas Mayo** newly appointed to the position of **Local Inspector** for the Town of Plymouth. Appointed, September 1, 2015, not yet certified as a local inspector. Twelve month grace period expires September 30, 2016. *NERF signed by Town Manager who also appoints the police and fire chief.*
- g. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to deny the *New Employee Report Form* of **J. Thomas Reardon** newly appointed to the position of **Local Inspector** for the Town of Westborough. The *New Employee Report Form* was signed by the Town Manager. According to the Town of Westborough's website and organizational chart the Board of Selectmen appoints the Police Chief and Fire Chief not the Building Commissioner.
- h. On a **MOTION** by Michael Clancy and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Jason Shilinsky** newly appointed to the position of **Local Inspector** for the Town of Walpole. Appointed, October 5, 2015, not yet certified as a local inspector. Twelve month grace period expires October 31, 2016. *NERF signed by Chairman.*
- i. On a **MOTION** by Bill Horrocks and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Stephen Smith** newly appointed to the position of **Local Inspector** for the City of Lynn. Appointed, October 5, 2015, not yet certified as a local inspector. Twelve month grace period expires October 31, 2016. *NERF signed by Mayor.*
- j. On a **MOTION** by Matthew Hakala and seconded by Michael Clancy it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Kristian White** newly appointed to the position of **Building Commissioner** on November 14, 2015 for the Town of Walpole. *NERF signed by Chairman.*
- k. On a **MOTION** by Michael Clancy and seconded by Matthew Hakala it was **VOTED** to acknowledge the *New Employee Report Form* of **Bonita Weeks** appointed to the position of **Inspector of Buildings** on January 1, 2015 for the Town of Palmer. *NERF signed by Town Manager.* Bill Horrocks opposed.

1. On a **MOTION** by Andy Bobola and seconded by Matthew Hakala it was unanimously **VOTED** to acknowledge the *New Employee Report Form* of **Michael Yanovitch** newly appointed to the position of **Local Inspector** on November 13, 2015 for the Town of Brookline. *NERF signed by Town Administrator who also appoints the police and fire chief.*

6. Extension Requests to be Certified Packets

- a. On a **MOTION** by Bill Horrocks and seconded by Andy Bobola it was **VOTED** to deny the request of **Michael Ruprecht (Town of Kingston)** for a first extension of time to become certified as a local inspector. Mr. Ruprecht's twelve month grace period expired July 31, 2015 and the extension of time request was received November 25, 2015. Mr. Ruprecht is also lacking the required continuing education hours according to 780 CMR R7.3.1 "...Conditional appointees as defined by R7 shall attain at least one contact hour of education credit for each month of employment...". He currently has 6 credit hours wherein he should have at least 18 credit hours. Michael Clancy abstains.

7. Hearings

On a MOTION by Bill Horrocks and seconded by Matthew Hakala it was unanimously VOTED to grant the request of **Arthur Boyle BOCC 19-2015 (Town of Holbrook)** for approval to take the required exams to become certified as a building code enforcement official. Mr. Arthur meets the minimum qualifications set forth by the BBRS for said position of local inspector and inspector of buildings / building commissioner defined by MGL c 143 § 3 and was granted permission to proceed with the required examination process.

On a MOTION by Bill Horrocks and seconded by Michael Clancy it was unanimously VOTED to acknowledge the New Employee Report Form of **Arthur Boyle** newly appointed to the position of Local Inspector for the Town of Holbrook. New Employee Report Form signed by the Chairman, Board of Selectmen with an appointment date of July 1, 2015. Mr. Boyle must apply to take a required exam to be certified as a local inspector by January 30, 2016.

8. New Business / Additional Business / Other matters as not reasonably anticipated 48 hours in advance of meeting

- a. For informational purposes; there are currently 683 certified building inspectors, 267 local and 416 inspector of buildings.
- b. On a MOTION by Matthew Hakala and seconded by Michael Clancy it was unanimously voted to table the concerns made by Brian Leathe and Anthony Torra regarding the ICC inspector of buildings / building commissioner exams until the BOCC can review the requirements of R7 and provide a recommendation the BBRS.
- c. On a MOTION by Michael Clancy and seconded by Matthew Hakala it unanimously voted to have Gerard Bergeron, Town of Savoy, in for a hearing. It was brought to the Certification Committee's attention Mr. Bergeron has not applied, as required by CMR R7 1.7.4.2, to take the required exam required for certification as a local inspector and Mr. Bergeron has zero credit hours according the records at the BBRS.

9. Review Application for Continuing Education

- a. The continuing education submitted was reviewed by members present; MOTION to approve was made by Michael Clancy and seconded by Matthew Hakala. MOTION passed by unanimous vote.

Name	Date	Course Description	CEU's	Cat	Course Number
Michelle Flowers	5/19/2015	FEMA P-767, Earthquake Mitigation for Hospitals	7.0	1	C-2414*
Matthias Mulvey Gary Halvorsen	9/29/2015	NIBS Webinar on Disasters and Infrastructures	1.0	1	C-2468*
Robert Marsilia Ed Mullen	10/6-7/15	Fire Inspection and NFPA 101; inspections based on Life Safety Code, NFPA 101	10.0	1	C-2635

Keith Fox	10/10/15	Designing & Installing Waterproof Tiled Showers with Curb Appeal - AEC Daily OnLine	0		
	10/10/15	Accessibility & Detectability Warning Systems: Complying with Current Government Guidelines - AECDaily OnLine	1.0	2	C-2637
	10/10/15	Next Generation Green Restroom Design v2 - AECdaily OnLine	1.0	2	C-2638
	10/20/15	DE413 Shear Wall Design offered by American Wood Council OnLine	1.0	1	C-2639
	10/29/15	Fire Resistance Rated 1010 for Combustible Construction in the IBC offered CA Building Official Training Institute	6.0	1	C-2667
J. Alan Hezekiah	10/1/2015	6 HR CSL Cont Ed Bldrs Lic Trng Inst - 3200	6.0	1	C-2632*
	10/1/15	4 HR 2010 ADA Standards Bldrs Lic Trng Inst - 3208	4.0	1	C-2633*
	10/14/15	6 Hr Weatherization & Energy Bldrs Trng Inst - 3205	6.0	1	C-2634*
	11/12/15	6 Hr Construction Safety Standards Bldrs Lic Trng Inst - 3204	6.0	1	C-2640
William LePage	3/16/2015	12 Hour CSL Cont Education Course Lead Smart	10.0	1	C-2233*
David Lovering	9/10/2015	Hands on Estimating Workshop for Residential Contractors offered by The Contractor Coaching Partnership - 7809	4.0	2	C-2641
MBCIA	9/24/2015	Fireplaces, Chimneys, chimney sweeps and gas inserts	2.0	1	MB-0915
John Wilson	10/21/15	FEMA - IS-00200.b	3.0	1	C-1688*
	9/25/2015	FEMA - IS-00100.b	3.0	1	C-1688*
CSG	9/29/2015	CSG Residential Envelope & Building Science	3.0	1	C-2487*
	9/29/2015	CSG Residential HVAC & Indoor Air Quality	3.0	1	C-2488*
	10/14/15	CSG Commercial Envelope and Building Science	3.0	1	C-2515*
	10/20/15	CSG Residential Envelope and Building Science	3.0	1	C-2487*
	10/22/15	CSG Commercial Mechanical Provisions	3.0	1	C-2514*
	11/13/15	CSG Commercial Lighting	3.0	1	C-2562*
Johnny Cardarelli	10/22/15	Petrographic Analysis of Concrete Deterioration OnLine offered by ASCE	1.0	1	C-2642
	10/25/15	ASCE 7-10 Snow Load Provisions OnLine offered by ASCE	1.0	1	C-2643
Michael White	10/21/15	Community Access Monitor Program	5.0	1	C-1002
	10-11/15	Citizen Planner Training Collaborative (CPTC) Fall 2015 Economic Development in Small Towns - 2 hrs Special Permits & Variances - 2 hrs Site Plan Review - 2 hrs Introduction to Subdivision Control Law and ANR - 2 hrs Planning with Community Support - 2 hrs Writing Reasonable Defensible Decisions - 2 hrs Vested Rights and NonConforming Uses - 2 hrs Planning with Community Support - 2 hrs	10.0	1	C-2644
Michael White	10/27/15	Rough & final Inspections of Fire Sprinkler Systems	7.0	1	C-2648
MetroWest	10/20/15	Significant Changes to the International Building Code 2015	2.5	1	MWa-1015
	10/20/15	Significant Changes to the International Residential Code 2015	2.5	1	MWp-1015
ISD Boston	1/15/2015	ISD Boston Fair Housing and Accessible Housing	2.0	1	C-2645
	9/16/2015	Northeast Wood Solutions Fair ISD Boston	6.0	1	C-2631*
	9/18/2015	ISD Boston Code Changes in the Mass Building Code 9 th Edition offered by Sullivan Code Group	3.0	1	C-2646
Matthias Mulvey	10/14/15	ICC Presentation on Fire Protection Systems 2009 IFC Fire Protection Systems '09 IFC & '09 IBC offered by NHBOA	5.0	1	C-2647

		(New Hampshire)			
	10/28/15	NIBS MMC Webinar: Incentivizing Pre-Disaster Mitigation discuss research conducted to explore public, private and hybrid strategies that can encourage new investment in resilience, including real estate investment and lending strategies: tax incentives and credits, grants, regulations and the enhancement of building codes	1.0	2	C-2468*
	9/25/2014	NIBS webinar: Is My Building Earthquake-Safe?	1	1	C-2468*
SEMBOA	9/18/2015	Flood Plain – new maps and AE Zone	2.0	1	SE-0915
	10/21/15	Hot Spots of Inspections on Wood Burning Stoves & More	2.0	1	SE-1015
District 13	10/27/15	Special Amusement Buildings 781/527 CMR	2.0	1	D13-1015
	11/24/15	Sheet Metal Inspections & Permitting	2.5	1	D13-1115
Kevin Hasting	10/24/15	12 hours CSL Course – MBCIA	10.0	1	C-2233*
District 6	10/28/15	NFPA 13 Residential Systems	2.0	1	D6-1015
District 14	09/29/15	Duties of a Building Inspector	2.0	1	D14-0915
	10/27/15	IRC Inspections	2.0	1	D14-1015
District 11	11/3/2015	RoundTable – Misc Questions from Group	2.0	2	D6-1115
Jeromy Richardson	11/3/2015	Making the Transition from Staff to Supervisor offered by Fred Pryor Seminars	6.0	2	C-2649
District 12	10/28/15	Chapter 143	3.0	1	D13-1015
Michael Giampietro		Massachusetts Wetland Protection Act – offered OnLine by Mass Nail It – 2306	1.5	1	C-2650
		Understanding Mass Zoning MGL 40A – offered OnLine by Mass Nail It – 2310	2.0	1	C-2651
James Taylor	11/12/15	2012 IBC Code Changes – Connecticut	0.0		
	11/19/15	Building Height and Area, Mixed Occupancies – CT	3.0	1	C-2653
MEMA / FEMA	11/9-10/15 11/12-13/15	Hurriplan Hurricane Building Design	10.0	1	C-2654
Patrick Finn	10/13/15	Completed the following courses through MASS DOT: EEO/ AAP, Legal Interviewing & ICP	3.0	2	C-2655
	11/6/2015	MASS DOT – Safeguarding Confidentiality of Personal Information Executive Order – 504	1.0	2	C-2656
	11/6/2015	MASS DOT – Diversity Part II Disability Awareness	1.0	2	C-2657
	11/6/2015	MASS DOT – Conflict of Interest Law Summary	2.0	2	C-1535*
	11/6/2015	MASS DOT – Preventing Workplace Violence for Managers	1.0	2	C-2658
	11/6/2015	MASS DOT – Preventing Workplace Violence for Employees	1.0	2	C-2564*
	11/6/2015	MASS DOT – Preventing Sexual Harassment in the Workplace (Employees)	1.0	2	C-665*
	11/6/2015	MASS DOT – Preventing Sexual Harassment in the Workplace (All Supervisors and Managers)	1.0	2	C-2659
	11/6/2015	MASS DOT – Domestic Violence, Sexual Assault and Stalking Awareness	1.0	2	C-2660
	1/15/2015	MASS DOT NETTCP Concrete Inspector Certification I	10.0	1	C-2661
Jeff Putnam Marc LaPointe	11/4/2015	MEMA – 2015 Effective Leadership During Crisis Conference (Conf-2015)	7.0	1	C-2662
Marc LaPointe	11/10/15	Latest Fire Code Updates & Advanced Detection Technologies	4.0	1	C-2663
Emma Krause	11/4/15 11/10/15	Model Permitting and Safety for Solar PV in Massachusetts	4.5	1	C-2664

	11/12/15 11/17/15 11/18/15				
Jeff Richards	9/26- 10/7/15	2015 ICC Hearings Long Beach CA	10.0	1	C-2601*
	9/29/2015	Disneyland/ Artic Building Tour offered through ICC	3.0	2	C-2665
	9/27/2015	Queen Mary / CA State University Pre-Conference Tour offered through ICC	3.0	2	C-2666
Wayne Wilson	3/5/2015	FEMA - IS-00106.15 Workplace Violence Awareness Training 2015	1.0	2	C-1688*

Next meeting scheduled for **January 6, 2016, Sturbridge Public Safety Building, Sturbridge, MA**